

SPRING CITY BOROUGH COUNCIL MEETING

June 1st, 2015 - 7:00 P.M.

CALL TO ORDER:

President DiGuseppe called the council meeting to order and led Council in the Pledge of Allegiance to the Flag.

ATTENDANCE:

The following members were present: Councilmen Battelle, DiGuseppe, Kern, Shaner, Sweeney, Bauman, Solicitor Romain, and Borough Manager Rittenhouse.

APPROVAL OF THE MINUTES:

Mr. Shaner motioned to approve the minutes of the May 4th, 2015 council meeting. Mr. Sweeney seconded. Motion carried.

COMMITTEE REPORTS:

STREETS AND UTILITIES: Mr. Rittenhouse gave the following Streets Department Report for the month of May, 2015. **TRASH DISPOSAL** - 92.4 tons of refuse were hauled to the Lanchester Landfill in Honeybrook, PA by Reams Disposal from April 20th, 2015 through May 11th, 2015.

Twenty-four (24) bulk trash pick-ups were made during the month. **RECYCLING** - Thirty-two (32) pick-up truck loads of yard waste were collected at curbside on Mondays in May.

MAINTENANCE - Mowed and trimmed the grass on all borough properties. Applied fresh mulch at the playground areas at Brown Street Park, and the Poplar Street Tot Lot. Painted the playground equipment at Brown Street Park. Filled in low areas with fresh soil around the tennis courts. Emptied the trash receptacles weekly at all of the recreation areas. Sidewalk repairs were made to a section of sidewalk along Brown Street. Painted the trim around the garage doors at the Borough Hall. Replaced three (3) bulbs on the street lamp posts on North Main Street. Reinstalled the American flags on the street lamp posts on North Main and East Bridge Streets. Two sign posts were replaced, one at Cedar and Bridge Streets and one at Pikeland Avenue. **STREET WORK** - Patched potholes throughout the Borough, (Vincent and Penn Streets, Orchard Alley and Yost Avenue and Wall Street). **MISCELLANEOUS** - The 2011 Ford Dump Truck was inspected on May 19th. (\$834.82)

SANITATION AND SURFACE WATER: Mr. Shaner reported the average daily flow at the plant for the month of May was 256,000 gallons per day. The maximum flow occurred on May 7th, 2015 and was recorded at 280,000 gallons. During May the reed beds were re-activated for sludge disposal. Both chlorine contact tanks were pumped down and cleaned. Plant operator, Steve Fegan, completed cleaning the EQ Tank. Emergency Systems performed the annual tune-up and inspection on the plant generator. Kline Services cleaned the four pump stations and the grease pit at the plant. There were no violations at the plant for the April DMR Report.

POLICE:

Mr. Sweeney read the police report for May, 2015 as follows: Accidents 5; alarms 7; Admin reports 10; animal complaints 7; assaults 2; assist fire dept. 3; criminal mischief 2; DUI (alcohol) 2; drugs 2; DUI (drugs) 1; disorderly conduct/disturbing the peace/domestic 18; harassment 7; well

being check 4; missing juv/missing adult 3; lock out service 2; public drunk 1; suspicious persons 13; medical emergency 34; mental health check 3; all traffic incidents 36; non-criminal reports 16; miscellaneous calls for service 33; bad checks 1; PD information 6; parking complaints 6; trespassing 3. **Arrests** – traffic 13; criminal 5; court hours 36; parking tickets 14; speeding tickets 14. **Assist to Police Departments:** 17. **Mileage traveled during the month of May:** Car 14-1 (2011 Dodge) 1,129 miles and Car 14-2 (2014 Dodge) 1,467 miles which made a total of 2,596 miles. **Gas used during the month of May:** Car 14-1 (2011 Dodge) 154.270 gallons and Car 14-2 (2014 Dodge) 144.340 gallons which made a total of 298.610 gallons of gas used during the month.

FINANCE & ORDINANCE:

Mr. DiGuiseppe reported the Finance & Ordinance committee met on May 25th. They put in place a change to have the police vehicles serviced at Clark Automotive on Route 23. They also discussed revisions to the resolution setting certain borough fees for zoning hearings, conditional uses, and the pavilion rental at Brown Street Park. A recommendation to revise these fees will be presented to Borough Council at the July Borough Council meeting.

ZONING, HOUSING & PROPERTY:

Mr. Rittenhouse reported there were nine (9) building permits issued during the month of May, 2015. Jaime Weiss, 345 New Street, garage doors & windows; Sherry Yosko, 444 Queen Street, 8x8 shed; John Kelly, 5 S. Wall Street, fence; Wai Jew, 338 Yost Avenue, shed 8x12; George Shupard, 414 Queen Street, fence; Donald Stauffer, 146 Hall Street, fence; Robert Henzler, 423 Bridge Street, shed 12x16; William Manton, 146 Walnut Street, car port; Kevin Dearth, 262 Chestnut Street, fence. The estimated cost of construction for the month of May, 2015 was \$20,950. Permit fees collected for the month of May was \$474.00.

PLANNING:

Mr. Bauman reported the Planning Commission met on May 20th and reviewed a sketch plan for a proposed land development plan at 799 Spring City Road. The sketch plan shows the construction of a propane distribution facility at this site.

Mr. Bauman said the commission had no objections to the proposed LP gas depot with the exception that they would request additional buffering and the relocation of an entrance gate for access to the facility. Formal minutes of the Planning Commission meeting will be forwarded to council when they are completed by Mr. Boyd.

PARKS & RECREATION:

Mr. Sweeney reported the Parks and Recreation Committee met on May 21st and discussed the upcoming Borough Wide Yard Sale, the summer concert series, and the Music and Market Festival.

The committee also discussed the upcoming 150th anniversary of the Borough in 2017 and how it can be commemorated. They agreed that borough civic groups will need to be invited to assist in any type of planning.

He also noted the Concerts in the Park will kick off on Thursday, June 25th, with local band, Mama Kin. The rain date for the concert is Friday, June 26th.

On Saturday, June 27th, the Borough Wide Yard Sale is scheduled to be held.

EMERGENCY SERVICES & PUBLIC SAFETY:

Mr. Rittenhouse noted the Borough still needs to put together their updated emergency operations plan.

Mr. DiGuiseppe said laptops have been ordered by the county for all councilors to use at the drills in November, 2015.

Also, Mr. DiGuiseppe said the Royersford EMC would like to meet with members of the Spring City Emergency Management Team to discuss procedures to address handling railway spills.

LIBRARY:

Mr. DiGuiseppe recited some April statistics from the May 19th Library Board meeting. Forty-four percent (44%) of the annual revenues have been received, 15 persons participated in the 2nd Annual Cookie Bake Off, and \$430,000.00 is in their Vanguard account. Monthly internet use - 412 (16 per day average), money donated - \$1,026.01 for the general fund, and door count - 3,234.

FINANCIAL REPORTS: (Enclosed)

APPROVAL OF REPORTS:

Mr. Shaner motioned the committee reports be approved as presented. Mr. Battelle seconded. Motion carried.

UNFINISHED BUSINESS:

1. Update on the Hall Street Storm Water Drainage Improvement Project.

Mr. Rittenhouse informed council that in field test digs have identified multiple conflicts with the PECO gas laterals. This will necessitate PECO doing redesign work and relocating the laterals. This could possibly delay the project from starting up again until September or October. Every effort will be made to expedite this work.

Mr. Rittenhouse has been in contact with David Norwood from the Chester County Department of Community Development concerning an amendment to the contract terms for the ending date of the project.

The amendment will be signed this week and returned to the County for approval by the Commissioners.

2. PECO Gas Main Replacement Project Status Report .

Mr. Rittenhouse reported a preconstruction meeting with PECO was held on Thursday, May 28th to discuss and coordinate items for the upcoming PECO project to replace low pressure cast iron gas mains with medium pressure plastic. This project is scheduled to start this week. The meeting was attended by Greg Carey, PECO External Affairs Manager, Shawn Moore, Supervisor of Utility Line Services, Inc. the contracting company doing the work for PECO, Jim Mohn, Drew Sonntag and Dennis Rittenhouse.

Mr. Rittenhouse advised council that he will be reviewing the project weekly on Tuesday mornings with Mr. Moore and he in turn will e-mail council with status reports as needed.

ADMINISTRATOR'S REPORT FOR THE MONTH OF:

MAY, 2015

The following figures represent the balance in each Department as appropriated in the 2015 Budget.

GENERAL GOVERNMENT

% UNSPENT

General Government	\$ 92,931.21	58%
Protection to Persons and Property	\$ 266,150.13	62%
Planning, Zoning and Housing	\$ 48,197.59	80%
Streets and Highways	\$ 263,268.27	58%
Street Repaving	\$ 88,600.00	100%
Parks and Recreation	\$ 18,461.39	91%
Insurance	\$ 54,681.00	100%
Street Lighting	\$ 32,203.76	59%
Library	\$ 12,800.00	100%
Liberty Fire Company	\$ 22,100.00	100%
Association Dues and Expenses	\$ 1,928.53	88%
Building and Property	\$ 30,085.84	71%
1% Tax Collection	\$ 3,489.23	64%
OPT Tax Collection	\$ 228.86	92%
Workers' Compensation	\$ 16,680.40	46%
Engineering and Consulting	\$ 27,594.00	85%
CRP Grant – Consulting	\$ 37,122.80	96%

SEWER ACCOUNT

	\$ 859,726.72	75%
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This report reflects all wages and bills paid through May 31, 2015.

Tax Collector's Monthly Report to Taxing District

Taxes Included: OCCUPATION TAX / BOROUGH PER CAPITA / SPRING CITY BOROUGH TAX

For The Month of : 4/25/2015 00:00:00 To 5/25/2015 23:59:59

A. Collections	Municipal/County			School			Per Capita	Others	Totals
	Current	Interim	Other	Current	Interim	Interim/Other			
1. Balance Collectable -Beginning of the Month	\$77,354.44	\$14.13	\$0.00	\$0.00	\$0.00	\$0.00	\$3,690.00	\$4,271.25	\$85,329.82
2A. Additions: During the Month	\$0.00	\$90.43	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$90.43
2B. Deduction: Credits During the Month from 17									
3. Total Collectable	\$77,354.44	\$104.56	\$0.00	\$0.00	\$0.00	\$0.00	\$3,690.00	\$4,271.25	\$85,420.25
4. Less: Face Collections for the month	\$10,044.63	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$195.00	\$228.75	\$10,468.38
5. Less: Deletions from the List	\$764.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00	\$26.25	\$811.00
6. Less: Exoneration	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00	\$13.75	\$23.75
7. Less: Liens/ Non-lienable Installments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8. Balance Collectable -End of the Month	\$66,545.06	\$104.56	\$0.00	\$0.00	\$0.00	\$0.00	\$3,465.00	\$4,002.50	\$74,117.12
B. Reconciliation of Cash Collected									
9. Face Amount of Collections - Must agree with line 4	\$10,044.63	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$195.00	\$228.75	\$10,468.38
10. Plus: Penalties	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11. Less: Discounts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
12. Total Cash Collected Per Column	\$10,044.63	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$195.00	\$228.75	\$10,468.38
13. Total Cash Collected All Columns									

MTS Collection Summary

	Current Tax	Interim Tax	
Face Amount	\$10,468.38	\$0.00	
Discount Amount	\$0.00	\$0.00	
Penalties Amount	\$0.00	\$0.00	
Refunds Payments Collected to be returned	\$0.00	\$0.00	
Exoneration Refunds (for payments made on previous monthly reports, not part of any calculations)			\$0.00
Total Over/Under Paid	\$0.00	\$0.00	
Total Deposit (Including Refunds)			\$10,468.38
Adjusted Total Cash Collected			\$10,468.38
Bounced Checks - Deposits Reversed by Bank for insufficient funding			\$0.00

Collection Statistics							
	Face Current	Disc/Pen Cui	Face Interim	Disc/Pen Int	Face Total	Disc/Pen Total	Total
Face Amount Collected in Discount	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Face Amount Collected in Face	\$10,468.38		\$0.00		\$10,468.38		\$10,468.38
Face Amount Collected in Penalty	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
							\$10,468.38

Commission	Municipal/County		School		Per Capita		Others
	Current	Interim	Current	Interim	Interim/Other		
12. Total Cash Collected Per Column	\$ 10,044.63	\$0.00	\$0.00	\$0.00	\$0.00	\$ 195.00	
Commission Rate							
Monthly Commission per column							

The Report of the Treasurer of the Borough of Spring City, PA at the close of business May 31, 2015

Balance as of last report \$2,748,689.02

CD Deposited \$ 20,000.00

\$2,728,689.02

Deposits Sec'y Office – General Fund

Berkheimer Associates – E.I.T.	\$ 23,198.61
Berkheimer Associates – O.P.T.	\$ 1,408.16
Trash Collection Fees	\$ 12,521.82
Trash Certs	\$ 90.00
Fee in Lieu of Taxes	\$ 5,323.71
Right to Know Fee	\$ 43.77
Local Fines	\$ 1,187.60
County Fines	\$ 502.43
Insurance Claim	\$ 250.00
Insurance – Property Damage	\$ 111.00
Bank Fee – NSF Check	\$ 35.00
Bulk Pick Ups	\$ 630.00
Lease Dwelling Fee	\$ 55.00
Pavilion Rental	\$ 60.00
Realty Transfer Tax	\$ 2,932.56
Taxes	\$ 32,000.00
Interest	\$ 294.92
CD deposited	\$ 20,000.00
Liens - Attorney Fees	\$ 750.00
Liens - Costs	\$ 150.00
Liens – Penalty	\$ 77.44
Liens – Interest	\$ 885.38
Building Permits	\$ 474.00
U & O Inspections	\$ 300.00
Parking Tickets	\$ 1,260.00
Zoning Permits	\$ 50.00
Accident Reports	\$ 165.00
TOTAL DEPOSITS TO GENERAL FUND	\$ 104,756.40

DEPOSITS TO OTHER ACCOUNTS

PLGIT Investment	\$ 2.91
Police Motor Equipment Fund -	
Intra Fund Transfer	\$ 10,000.00
Parks & Recreation Fund-Intra Fund	
Transfer	\$ 4,000.00
TOTAL DEPOSITS OTHER ACCOUNTS	\$ 14,002.91
TOTAL DEPOSITS TO ALL ACCOUNTS	\$ 118,759.31

\$ 118,759.31

\$2,847,448.33

WITHDRAWALS:

By Orders #1341-1342 Street Lighting Fund	\$ 4,287.84
By Orders #10146-10147 Non-Uniform Employee Pension Fund	\$ 1,357.78
By Orders #1693-1698 Parks & Recreation Fund	\$ 1,772.11
By Orders #12794-12833, 27666-27701 General Fund	\$ 93,329.04
TOTAL WITHDRAWALS	\$100,746.77

Balance On Account – General Fund

Checking	\$ 103,527.62	
Certificate	\$1,300,000.00	\$1,403,527.62

Balance On Account – Motor Equipment Fund

Checking	\$ 1.00	
Certificate	\$ 119,046.09	\$ 119,047.09

Balance On Account – Street Lighting Fund

	\$ 10,426.98	\$ 10,426.98
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Balance On Account – Gasoline Tax Fund

Checking	\$ 1.00	
Certificate	\$ 348,920.43	\$ 348,921.43

Balance On Account – Parks & Recreation Fund

Checking	\$ 3,710.25	
Certificate	\$ 24,620.12	\$ 28,330.37

Balance On Account – Non-Uniform Employee Pension Fund

Checking	\$ 5,544.40	
Certificate	\$ 683,430.20	\$ 688,974.60

Balance On Account – Police Motor Equipment Fund

Checking	\$ 10,001.00	
Certificate	\$ 15,124.99	\$ 25,125.99

Balance On Account –PLGIT Capital Reserve Fund

	\$ 122,350.48	\$ 122,350.48
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Balance On Account	\$2,746,704.56
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\$2,847,448.33

Respectfully submitted



Florence M. Watts

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business May 31, 2015

SEWER FUND #2

Balance as of last report	\$ 3,602,284.10	
CD Deposited	\$ 34,000.00	
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	\$ 3,568,284.10	\$3,568,284.10

Deposits

Sewer Rent	\$ 24,128.29	
Interest	\$ 84.56	
CD Deposited	\$ 34,000.00	
Sewer Certs	\$ 110.00	
Liens – Attorney Fees	\$ 1,250.00	
Liens – Costs	\$ 429.00	
Liens – Penalty	\$ 208.21	
Liens – Interest	\$ 1,703.23	
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	\$ 61,913.29	\$ 61,913.29

\$3,630,197.39

WITHDRAWALS

By Orders #7225-7247, 21521-21529	\$ 63,263.19
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Balance On Account	\$ 82,934.20	
Certificate	\$ 3,484,000.00	\$3,566,934.20
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		\$3,630,197.39

Respectfully submitted


Florence M. Watts

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business May 31, 2015

POLICE PENSION FUND

Balance as of last report

Checking	\$	5,285.60
Certificate – PNC Bank	\$	496,527.48
Certificate – Phoenixville Federal Bank	\$	39,210.04

	\$	541,023.12

Deposits

Certificate	\$	10,500.00
Interest	\$	150.03

\$551,673.15

Withdrawal:

By Orders 2068, 2069	\$	3,431.79
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Current Balance On Accounts

Checking	\$	12,503.84
Certificate PNC Bank	\$	496,527.48
Certificate – Phoenixville Federal Bank	\$	39,210.04

	\$	548,241.36

\$551,673.15

Respectfully submitted


Florence M. Watts

READING OF THE PAYMENT OF THE BILLS:

GENERAL ACCOUNT: (OFFICE) AT&T \$133.21; PAW 23.98; PECO \$253.15; Flexible Benefits Plans, Inc. \$1,158.34; Action Data Service \$291.75; H.A. Berkheimer, Inc. 186.79; Baer Romain, LLP \$492.00; Beth Ann's Flowers \$160.99; C&D Computer Suppliers, Inc. \$12.92; Verizon \$161.60; CIGNA \$249.00; Provident \$100.58; Staples \$263.09. **TOTAL:** \$3,487.40. (STREETS) Oehlert Bros. Inc. \$322.16; PECO \$78.53; Flexible Benefits Plan Inc. \$4,052.67; A.J. Blosenski, Inc. \$3,017.48; Chester County Solid Waste Authority \$4,315.49; Norman A. Bean & Son, Inc. \$37.80; Reams Disposal \$6,989.85; Mowrey-Latshaw \$44.25; Baer Romain, LLP \$3,145.00; AirGas \$29.75; Berks & Beyond \$609.00; Little's \$81.45; Advance Auto Parts \$12.75; Provident \$54.02; Wensel's \$834.82. **TOTAL:** \$23,625.02. (POLICE) AT&T \$67.37; Galls \$245.97; Oehlert Bros. Inc. \$642.26; Flexible Benefits Plans, Inc. \$4,671.08; Hess Uniforms, LLC \$188.00; RR Donnelley \$30.50; SFCW-LLC \$66.50; deCordre Automotive \$856.89; Verizon \$288.81; Crystal Springs \$30.39; Provident \$63.15; Staples \$360.51. **TOTAL:** \$7,511.43.

SEWER ACCOUNT: M.J. Reider Associates \$744.00; Oehlert Bros. Inc. \$12.34; Kline's Services, Inc. \$4,330.15; PECO \$1,885.54; USALCO \$2,358.76; PAW \$193.39; J.C. Ehrlich Inc. \$52.00; Flexible Benefits Plans, Inc. \$1,898.73; EEMA \$24,029.79; Levengood Septic Service, Inc. \$4,317.30; Eastern Environmental Contractors, Inc. \$6,175.95; PA One Call System, Inc. \$10.66; Mowrey-Latshaw \$102.35; AT&T \$44.09; Baer Romain, LLP \$3,721.00; Verizon \$180.92; Crystal Springs \$7.25; Provident \$28.89; Buckman's, Inc. \$222.00; A.J. Blosenski, Inc. \$525.00. **TOTAL:** \$50,840.11.

STREET LIGHTING FUND: PECO \$526.68. **TOTAL:** \$526.68.

BUILDING & PROPERTY FUND: The Flag Shoppe, LLC \$266.10; Tague Lumber \$11.06; Crystal Springs \$22.15. **TOTAL:** \$299.31.

PLANNING, ZONING & HOUSING FUND: Baer Romain, LLP \$516.00; L&W Group \$112.00; Motley Associates, Inc. \$1,293.50. **TOTAL:** \$1,921.50.

ENGINEERING & CONSULTING FUND: Motley Associates, Inc. \$960.00. **TOTAL:** \$960.00.

PARK & RECREATION FUND: United Site Services \$125.88; Sherwin-Williams \$41.46; L&W Group \$20.00. **TOTAL:** \$187.34.

Mr. Shaner motioned the bills be approved for payment as read. Mr. Sweeney seconded. Motion carried.

ANNOUNCEMENTS: President DiGuiseppe announced the following meetings are scheduled for June, 2015: **Sewer Committee**, Thursday, June 11, 2015, 6:30 p.m.; **Planning Commission**, Wednesday, June 17, 2015, 7:00 p.m.; **Parks & Recreation Committee**, Thursday, June 18, 2015, 6:00 p.m.; **Police Committee**, Thursday, June 18, 2015, 6:30 p.m.; **Finance & Ordinance Committee**, Wednesday, June 24, 2015, 6:30 p.m.

The July council meeting will be held on Monday, July 6th, 2015, 7:00 p.m.

He also noted that Wednesday, June 10th has been designated as Dawn Shaner Day to recognize Ms. Shaner for her dedicated service to Spring City Borough. Also on Monday, June 8th, at the Spring City Library there will be an open house for Ms. Shaner starting at 7:00 p.m.

The first Concerts in the Park is scheduled for June 25th, rain date is June 26th.

The Borough Wide Yard Sale will be held on Saturday, June 27th.

He also mentioned that volunteers are needed for the Park & Recreation Committee.

Mr. DiGuiseppe said there will be a short recess and then council will go into executive session to discuss a litigation matter.

President DiGuiseppe called the regularly scheduled meeting back to order.

Mr. Shaner motioned to approve the inspection of the Park Spring sewer line located in the right of way on Park Road. Mr. Kern seconded. Motion carried.

ADJOURNMENT:

Mr. Battelle motioned to adjourn the meeting as there was no further business to come before Borough Council. Mr. Kern seconded. Motion carried.

Respectfully submitted

Dennis Rittenhouse